

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on May 06, 2024, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Vice Chair Andrew Shane.

**I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM**

Planning Commission members present and establishing a quorum:

- Mr. Doug Glenn, Assembly District #1
- Mr. Richard Allen, Assembly District #2
- Mr. Andrew Shane, Assembly District #4
- Ms. Linn McCabe, Assembly District #5
- Mr. Wilfred Fernandez, Assembly District #6

Planning Commission members absent and excused were:

- Mr. Curt Scoggin, Assembly District #7
- Ms. C. J. Koan, Assembly District #3

Staff in attendance:

- Ms. Peggy Horton, Current Planner
- Ms. Julie Spackman, Long Range Planner
- Mr. Jason Ortiz, Development Services Manager
- Ms. Erin Dooling, Assistant Attorney
- Ms. Corinne Lindfors, Development Services Division Administrative Specialist

**II. APPROVAL OF AGENDA**

Vice Chair Shane inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

**III. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Allen.

**IV. CONSENT AGENDA**

A. Minutes Regular Meeting Minutes: April 15, 2024

**B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS**

**Resolution 24-10** A variance in accordance with MSB 7.65 – Variances. Todd and Jennifer Luiten requested a variance from the 75-foot shoreline setback and 25-foot public right-of-way setback requirements under MSB 17.55, to allow for construction of a 28-foot x 32-foot single-story cabin at its closest location, 21.9 feet from the shorelands of Big Lake and 10 feet from the east lot line, which is also the west edge of a public right-of-way. The property is located at 8126 South Big Lake Road, Tax I 6285000T001A; Public Hearing: May 20, 2024; (Applicant: Todd and Jennifer Luiten; Staff: Peggy Horton, Current Planner)

**C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS**

**Resolution 24-07** A resolution of the Matanuska-Susitna Borough Planning Commission recommending the assembly direct staff to assist the South Knik River Community Council in developing a special use district (SPUD); Public Hearing: May 20, 2024; (Staff: Alex Strawn, Planning and Land Use Director & Julie Spackman, Long Range Planner)

**GENERAL CONSENT:** The consent agenda was approved without objection.

**V. COMMITTEE REPORTS -** *(There were no committee reports.)*

**VI. AGENCY/STAFF REPORTS -** *(There were no Agency/Staff Reports.)*

**VII. LAND USE CLASSIFICATIONS -** *(There were no land use classifications.)*

**VIII. AUDIENCE PARTICIPATION (Three minutes per person.)**

The following persons spoke regarding: Jean Holt -Setback Variance

**IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS**

**Resolution 24-04** A conditional use permit in accordance with MSB 17.30 – Conditional Uses for Use Permit for Earth Material Extraction Activities, for the extraction of up to 40,000 cubic yards of earth material per year over a period of 60 years. The activity will occur on a 40-acre parcel at 9002 North Buffalo Mine-Moose Creek Road, Tax ID #18N02E03B005 (Applicant: Jim Baxter for Northern Gravel & Trucking, LLC; Staff: Peggy Horton, Current Planner)

Vice Chair Shane read the resolution title into the record.

Vice Chair Shane read the ex-parte memo asking questions of the Planning Commissioners.

Staff presented their staff report.

Commissioners questioned staff regarding: Years CUP will be in place.

Staff: Peggy Horton states recommendation of 20 years. Originally applied for 60 years.  
Staff: Clarifies there was a clerical error and Resolution should read as a period of 20 years instead of 60 years.

Jim Baxter and son Nick Baxter addressed the commissioners.

- Time: 6:35 pm

Vice Chair Shane opened the public hearing.

The following persons spoke with regards to Planning Commission Resolution 24-04:

Evan Langston

There being no one else to be heard, Vice Chair Shane closed the public hearing and discussion moved to the Planning Commission.

**MOTION:** Commissioner Glenn moved to approve Planning Commission Resolution 24-04. The motion was seconded by Commissioner McCabe.

Discussion ensued.

- Time: 6:41 pm

**MOTION:** Commissioner Allen moved a primary amendment to change the CUP period to 60 years. The motion was seconded by Commissioner Glenn.

**VOTE:** The primary amendment: Passes with Commissioner Fernandez in opposition.

**VOTE:** The main motion passed without objection.

**Resolution 24-06** A conditional use permit in accordance with MSB 17.30 – Conditional Uses Permit for Earth Material Extraction Activities, for the extraction of up to 40,000 cubic yards of rip rap and screened materials annually through 2044. Blasting activities occur at this facility. The quarry is located within the east half of a 20-acre parcel located at 16556 East Back Acres Avenue, Tax ID #17N02E23A017; (Applicant: Jim Psenak; Staff: Peggy Horton, Current Planner)

Vice Chair Shane read the resolution title into the record.

Vice Chair Shane read the ex-parte memo asking questions of the Planning Commissioners.

Commissioner Glenn recuses himself and exits chambers.

Staff requests a five-minute recess to speak with the applicant.

Vice Chair Shane calls a five-minute recess: Time: 6:47 – 6:52 pm.

Vice Chair Shane calls meeting back to order at 6:52 pm.

Commissioner Glenn has recused himself and is not present in chambers.

Staff presented their staff report.

Applicant: Jim Psenak addressed the commissioners.

Commissioners questioned staff and applicant.

- Time: 7:01 pm

Vice Chair Shane opened the public hearing.

The following persons spoke with regards to Planning Commission Resolution 24-06:

Maragret Runser, Chris Houchern, Jim Hunt, & Amy Bleakeny.

Vice Chair Shane closed the public hearing and discussion moved to the Planning Commission.

**MOTION:** Commissioner McCabe moved to approve Planning Commission Resolution 24-06. The motion was seconded by Commissioner Fernandez.

Discussion ensued.

- Time: 7:22 pm

Staff: Peggy Horton requests Amendment to remove condition one on page 517 as condition has already been met.

**MOTION:** Commissioner McCabe moved a primary amendment to remove condition one as requested. The motion was seconded by Commissioner Fernandez.

**VOTE:** The primary amendment passed unanimously.

**VOTE:** The main motion passed without objection.

- Time: 7:30 pm

Commissioner Glenn returns to chambers.

## **X. PUBLIC HEARING LEGISLATIVE MATTERS**

## **XI. CORRESPONDENCE AND INFORMATION**

One email and placed in the commissioner's packet.

**XII. UNFINISHED BUSINESS - *(There was no unfinished business.)***

**XIII. NEW BUSINESS**

**XIV. COMMISSION BUSINESS**

A. Upcoming Planning Commission Agenda Items *(Staff: Alex Strawn)*

B Planning Commission Special Meeting- Conditional Use Permit Processes & Presentation

Vice Chair Shane comments and inquires of Planning Commissioners for a date selection to hold the special meeting.

Development Services Manager Jason Ortiz Comments

Planning Commissioners select June 3, 2024, at 4:30 – 5:30 pm.

*(Commission Business was presented, and no comments were noted.)*

**XV. DIRECTOR AND COMMISSIONER COMMENTS**

Commissioner: Glenn comments on the air show held in Palmer.

- Time: 7:34 pm

Commissioner: McCabe comments that summer is on the way.

- Time: 7:34 pm

Commissioner: Allen comments on good meeting, working to balance needs, staff efforts.

- Time: 7:35 pm

Commissioner: Fernandez no comment.

- Time: 7:35 pm

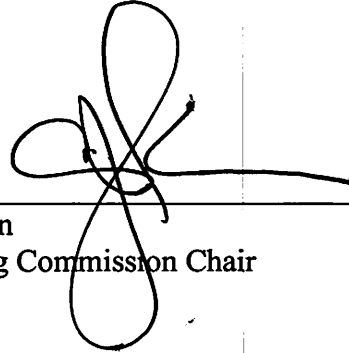
Commissioner: Shane comments on State Soccer Tournament.

- Time: 7:35 pm

One email was received and placed in the commissioner's packet.

**XVI. ADJOURNMENT**

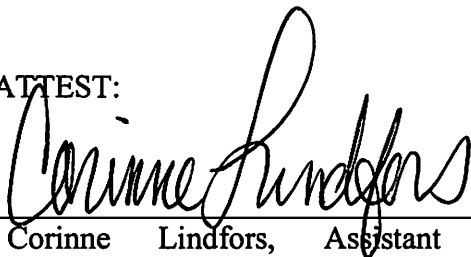
The regular meeting adjourned at 7:36 p.m.



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CJ. Koan  
Planning Commission Chair

ATTEST:



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Corinne Lindfors, Assistant Planning  
Commission Clerk

Minutes approved: May 20, 2024